

**FRANKLIN COUNTY CHILD SUPPORT  
ENFORCEMENT AGENCY  
80 E. Fulton Street  
Columbus, Ohio 43215**

**J O B   A N N O U N C E M E N T**

**POSITION TITLE:** Pathfinder Analyst (Bargaining) **PCN:** 082310

**DEPARTMENT:** Enforcement

**SUPERVISOR:** Bill Peltcs, Support Manager

**PRIMARY RESPONSIBILITIES:** In connection with the Pathfinder program and the Prison Re-Entry System (PRI), establish contact with incarcerated child support obligors before release to explain case history, evaluate incarcerated obligor's post-release needs, and prepare individual case plans for employment, child support, housing, transportation, etc. Act as a liaison to the support order establishment and enforcement departments and collaborate with other justice and community-based agencies to develop transition plans. Assist in creating an orientation program for incarcerated obligors. Conduct pre-release presentations and outreach for obligors, explaining the entire life cycle of a child support order from support establishment through emancipation. Assist obligors with contacting social services and with health services and parenthood needs, including evaluation of cases for possible arrearage waivers. Maintain contact with community/governmental agencies to facilitate coordination of referrals and follow-ups. Establish regular communications with obligors post-release, maintain a log of contact, and communicate both verbally and in writing that they must seek and maintain work. Follow-up on referrals, maintain records of obligor employment activities, and encourage utilization of supervised job searches, employer recruitment, training, etc. Assist in conducting awareness and amnesty events for the Agency focusing on outreach to formerly incarcerated parents.

**MINIMUM QUALIFICATIONS:** Ability to calculate fractions, decimals & percentages & to read & write common vocabulary plus: 1 course in research methods in social work (or 1 mo. exp.); 1 course in interpretation of social welfare information (or 1 mo. exp.); 1 introductory course in social work or social welfare (or 1 mo. exp.); 1 course in problems, policies & programs in social welfare (i.e., application of analytical framework to study of current issues & problems of policies, programs & social welfare services in perspectives of American welfare system) (or 1 mo. exp.); or equivalent. **Preferred Qualifications** include knowledge of child support programs and regulations; demonstrated experience in child support enforcement; ability to utilize and navigate SETS; work history of interaction with incarcerated individuals; experience in public relations, customer service, public speaking and public contact.

**STARTING SALARY:** \$14.44/hour, plus a comprehensive benefits package.

**DEADLINE FOR APPLYING:** Wednesday, February 17, 2010

**If interested, apply on-line at [www.franklincountyohio.gov/commissioners/hr](http://www.franklincountyohio.gov/commissioners/hr)**

**-EOE-**

2/3/2010